

KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LTD.

(A GOVT. OF INDIA ENTERPRISE)

International Marketing Dept.: ARKA The Business Centre, Plot No 37, NTTF
Main Road, Peenya Industrial Area, 2nd Phase Bengaluru-560058.

CIN No: U24231KA1981GOI004145 PHONE 080 23571590

Website: www.kaplindia.com



Invitation of "Tender Enquiry" for Rate Contract Agreement for SUPPLY OF UN-SKILLED/SEMI-SKILLED/SKILLED/HIGHLY-SKILLED/TECHNICAL LABOURERS FOR KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LIMITED INITIALLY FOR 2 YEARS AND IT MAY BE EXTENDED FOR ONE MORE YEAR SUBJECT TO SATISFACTORY PERFORMANCE OF THE CONTRACTOR ON THE SAME RATES, TERMS & CONDITION.

E-Tender under Two bid stage Part-1: Technical Bid and Part-2: Financial Bid is invited from OPEN TENDERS to KAPL PURCHASE DEPARTMENT as per terms & conditions for the period of three years.

Bidders will have to participate in bidding process through website www.tenderwizard.com/KAPL

Tender Enquiry No.	KAPL/OTE/HRD/SR/0440/2026-27
Mode of Tender	E-Procurement System (Online Part I – Technical Bid & Part II– Financial Bid) through www.tenderwizard.com/KAPL . The intending bidders are required to submit their offer Electronically through e-tendering portal. No physical tender is Acceptable.
Tender issuing date	12.06.2026
Due date & time for bid submission	03.07.2026 till 13.00 Hrs.
Mode of bid submission	Online
Type of Tender	OPEN TENDER ENQUIRY (OTE)
Place of BID Submission & Opening of Bids	KAPL E-Procurement portal
Offer(Eol) validity	90 days or such extension sought for by KAPL by modification issued in this regard.
Contract Duration	Successful bidder(s) will be empanelled with KAPL for the period of three years renewable every year based on the performance.
Email ID for communication	puren@kaplindia.com
Web Address	www.kaplindia.com

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Annexure-A

Important Instructions for E-Tender

Bidders are requested to read the terms and conditions of this tender before submitting your online tender.

Process of E-Tender:

A) Registration: The process involves vendor's registration with KAPL e-procurement portal which is **free of cost**. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Technical Bid as well as Commercial Bid will be done over the internet. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet.

KAPL is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: THE BID HAS TO BE SUBMITTED ON-LINE AT

www.tenderwizard.com/KAPL

1). Vendors are required to register themselves online with www.tenderwizard.com/KAPL. e-Procurement of KAPL. Register as Vendor -- Filling up details and creating own user ID and Password. Submit.

2). After successful registration send request mail with acknowledgement slip to puren@kaplindia.com, for account activation.

3). Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form. In case of any clarification, please contact KAPL, (before the scheduled time of the E-tender). Contact person (KAPL): Dealing Officer: Manager – Purchase
Phone no. 080-23571590 E-mail: - puren@kaplindia.com.

Vendors should upload the below mentioned supporting documents (based on their type of Organization) during registration process:

1. PAN Card.
2. Certificate of Incorporation (for Indian organizations)
3. GST Certificate.
4. An Address proof is also to be submitted in case of Individuals.
5. If the firm is registering in joint venture, they also need to upload deed agreement.

NOTE 1:

- 1) Uploaded copy of all these supporting documents must be self-attested by authorized signatory. Attested signature shall also be verified by Tender Wizard Helpdesk for further authentication process.

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2) Tenderer digital signature on the E- Tender form will be considered as their confirmation that they have read and accepted all the conditions laid down in the tender documents, unless specific deviation is quoted in the techno- commercial offer form.

E- Tender form is not transferrable and the same is to be submitted with digital signature/ signed & scanned copy by the pre-authorized personnel of the bidder. Tender is to be submitted through e-tender-mode only at website www.tenderwizard.com/KAPL along with scanned copies of credential papers.

- 3) For what so ever reasons, if any part of KAPL tender document is not uploaded/ submitted by the bidder, other than financial and technical offers and requisite Pre-Qualifying credentials, in that case the missing part of the tender document shall be treated as read and acceptable to bidder.
- 4) Tenders completed as per instructions will be submitted through e-tendering mode only in the website www.tenderwizard.com/KAPL as per the prescribed date and time mentioned in the tender notice and tender will be opened on the prescribed date and time in the presence of tenderers or their authorized representative who may wish to be present. Only one representative of each tenderer, who has submitted the tender, will be allowed.

NOTE 2: Bidding in e-tender:

- a) The process involves Electronic Bidding for submission of Bids.
- b) The vendor(s) should submit their Technical Bid and Financial Bid through internet in KAPL website www.tenderwizard.com/KAPL.
- c) The vendor should allow running JAVA application. This exercise has to be done immediately after opening of Bid floor. Then they have to fill up Common terms/Commercial specification and save the same.
- d) In all cases, vendor should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- e) During the entire e-tender process, the vendors will remain completely anonymous to one another and also to everybody else.
- f) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- g) All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Buyer will form a binding contract between Buyer and the Vendor for execution of supply.
- h) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
- i) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- j) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms & conditions for the tender.
Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.

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No deviation to the technical and commercial terms & conditions are allowed.

The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.

Annexure-B

General Terms & Conditions

1. Mere participation in e-tender will not mean that a particular bidder will be automatically considered qualified and their bids will be entertained. Such qualification will be reviewed at the time of evaluation of bids also.
2. Micro & Small Enterprises (MSEs) registered with NSIC under Single Point Registration Scheme (SPRS) are eligible to get the benefits under new Public Procurement policies for MSEs as notified by Govt. of India, Ministry of Micro, Small & Medium Enterprises (MSME) vide Gazette Notification, dated 26.03.2012.
3. If eligible for the supply, the benefits as per prevailing norms will be extended to MSEs registered with NSIC as per New Public procurement Policy as notified by the Government of India, Ministry of Micro, small & medium enterprises (MSME) in The Gazette of India vide No. 503, dated 26.03.2012. It is not obligatory on the part of the Trustees to accept of Lowest Tender. They reserve the right to accept a Tender in full or in part and/or reject a Tender without assigning any reason thereof.
4. Copy of valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate has to be submitted along with the bid.
5. Due date of submission of tender may be extended as per KAPL's discretion by releasing corrigendum in website of KAPL.
6. SCOPE OF WORK: As per E-Tender Document
7. The Terms and Conditions of E-Tender shall be read in conjunction with the General Conditions of Contract, Specifications, Bill of Quantities and other Documents forming part of this Contract wherever the Contract so requires.
8. Validity: Rate will be valid for three years from the date of Letter/Agreement.
9. EVALUATION CRITERIA: As per relevant clause of Tender Document and Only Technically qualified bidders Financial bid will be opened.
10. PAYMENTS: Monthly 30 Days Credit after receipt and acceptance.
11. In case of a dispute between the Bidder & KAPL, all possible attempts should be made to settle such dispute activities by & between the parties. Arbitration any disputes arising out of and in relation to this agreement will be settled to arbitrator appointed DF/MD of KAPL. The arbitration would be conducted and governed by and under the provisions of Arbitration Act 1996. Any legal dispute will be subject to jurisdiction of Bengaluru Courts and no other Court shall have the Jurisdiction.
12. JURISDICTION OF COURT: The contract shall be governed by all relevant Indian Acts applicable within the jurisdiction of Bengaluru.
13. The relatives of KAPL Employees shall in no way be connected with carrying out business activity as per the terms and conditions of the tender documents without prior permission of KAPL management.

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14. KAPL may at any time terminate the contract for any reason by giving the bidders a 3 months prior notice of termination.

15. KAPL management has the right to match L1 rates with L2 rates, L3 rates and L4 Vendors. In case the Quantity is more the order shall be split at the ratio of 60:40, 40:30:30 & 40:30:30:30 subject to approval of Competent Authority.

COMPANY BACKGROUND:

Karnataka Antibiotics & Pharmaceuticals Limited (KAPL) (A Govt. of India Enterprise), Bengaluru, Karnataka-560058 is engaged in manufacturing and marketing of various Pharmaceutical /Ayurvedic / Veterinary and Agro-chemical products since 1984.

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Karnataka Antibiotics & Pharmaceuticals Limited (KAPL) is a PSU and pioneer in Pharmaceuticals under the Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India. KAPL is involved in the production and marketing of Pharmaceutical products at affordable prices to the consumers in India and outside India.

The following annexures are attached to this document and bidders are required to submit the same in the technical Bid.

- **List of Annexure attached-Technical Bid**

Annexure-II: Scope of work (Page No: 10)

List of Annexure attached-Financial Bid

Financial Bid (Page No: Attached Online)

The Tender enquiry will be opened as per scheduled due dates. In the event of the date being declared as a holiday for KAPL, the due date for submission of bid and opening will be the following working day at the appointed time.

Deputy General Manager (Purchase)
Arka The Business Centre
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Terms & Conditions:

1. **Selection Criteria:** Only bidders qualified in all parameters identified and mentioned as **Eligibility criteria** (Page No: 7) will be considered for **"Financial Bid opening"**.
2. **Price:** Bidders should quote their C/F prices to KAPL.
3. **Payment Terms:** Monthly 30days credit from the date of receipt of Bills.
4. **Agreement:** Rate contract agreement for man power services for two years and it may be extendable for one more year subject to satisfactory performance of the contractor on the same rates, terms & conditions.
5. **Risk Purchase:** In case of not provided service against the Work Order Risk Purchase will be applicable.
6. **If a Bidder is debarred/delisted by any Central/ State Government Department/ Institution/ Subordinate office or Public Sector Enterprise, the said Manufacturer/Bidder will be disqualified for participation in the empanelment Eol.**

All bidders must enclose an Ink Signed declaration on their letter head that they were not debarred/delisted by any Central/State Government Department/Institution/Subordinate office or Public Sector Enterprise. (Page No: 15) will be considered for "DECLARATION"

7. RIGHTS OF KAPL:

- (i) KAPL reserves the right to accept / reject the offers received without assigning any reasons whatsoever, or may call for any additional information / clarification if so required.
- (ii) KAPL reserves the right to limit or delete any item mentioned in this document and extend the last date of submission of the bid.
- (iii) KAPL reserves the right to modify the Bid, Terms & Conditions, etc. before the last date of submission of applications and thereafter extend the due date and the same shall be published in the Company's website. KAPL also reserves the right to cancel either in part or whole Bid without assigning any reason whatsoever.
- (iv) Decision of KAPL will be final.

8. **COURT JURISDICTION:** This shall be subject to the exclusive jurisdiction of courts at Bengaluru, India.
9. **Dispute Resolution:-** In case of a dispute between the Bidder & KAPL ,all possible attempts should be made to settle such dispute activities by & between the parties. **In case the dispute could not be settled mutually by & between the parties the same would be settled by an Arbitration Proceeding strictly in compliance with the Arbitration & Conciliation Act, 1996.**
The Managing Director of KAPL reserves exclusive right to appoint the Arbitrator & the decision of the Arbitrator will be final & binding on all the parties.

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10. Eligibility Criteria for Selection of Contract for rate contract agreement for MAN POWER SERVICES FOR 3 YEARS for: (Fill up the chart & upload, with all relevant documents with technical Bid as per indicated below).

Parameters	Min Eligibility Criteria
1. Experience	Minimum 5 years of experience in this field of Man Power Services, Work order copies/or rate contract letter or agreement to be enclosed or other companies Enclosed.
2. Other statutory Documents	Copies of GST Certificate, Pan, Aadhar etc. (All Should be As on date valid) to be enclosed
3. Accepted Bid Document	This tender document to be accepted with duly signed stamped in all the pages and to be uploaded. For any Clause found not acceptable, bidders to submit deviation statement separately.
4. Branch	The Contractor should have office premises at Bengaluru and obtained ESIC and PF registration code from Bengaluru
5. Man Power	The total manpower personnel on roll of the contractor as on 31.03.2026 not less than 250 personnel.
6. Security Deposit	Security Deposit Demand Draft for Rs.1,00,000/- (Rupees One Lakh only) as Security Deposit Interest free Deposit payable to M/s. Karnataka Antibiotics & Pharmaceuticals Limited, Bangalore to be submitted along with separate envelope
	Offers without the Security Deposit will be ignored Without any further correspondence
	The Security Deposit of successful tenderer (s) will be retained as security deposit till the completion of the contract
	The Security Deposit of such of the unsuccessful tenders will be returned without interest within 30 days of finalization of the contract
7. Annual Turn Over	Annual turnover more than two crores in the last three financial years (2023-24, 2024-25 and 2025-26.



Bid Form

(Custom House Agent)

Name & Address of the Party	
Telephone No with STD code	
Email Address	
Name of the Contact Person	
Whether Proprietary/Partnership/Limited Company	
Years of Experience (Please attach documentary proof)	
Details of Tax Registration	
a) GST No with Certificate	
b) PAN Card	
c) TIN No with certificates	
Name & Address of your Bankers	
Bank A/C NO : with IFSC Code	
Number of Technical Person	
Technical Skill	Y/N
Creativity & Innovation	Y/N
Time Management(Timely completion of Job)	Y/N
Sound knowledge in English Language	Y/N



Annexure - I

CHECKLIST OFFER TECHNICAL BID

S/N	Particular of Document	Attached/ Not	Page No	Remarks
1.	Forwarding letter indicating the submission of Bid documents along with check list of document			
2.	Tender Document duly Signed and Stamped in all Pages along with Corrigendum (if Any)			
3.	Duly filled in Bid Form			
4.	PAN No			
5.	ISO Certificate if any			
6.	GST No			
7.	Specifications duly signed and stamped in all papers as Annexure-II			
8.	Non Debarment /black list certificate as per point no 08 of terms and conditions of tender document.			
9.	Attachment List if any			



ANNEXURE-II : TECHNICAL COMPLIANCE STATEMENT OF THE TENDER

Technical Compliance Statement:-

S.L.NO	Technical Specifications Description	Whether agreed by the bidder YES/NO	Deviation if any
TECHNICAL BID CUM QUESTIONNAIRE AND TERMS & CONDITIONS			
	Eligibility criteria for technical bid {proof to be submitted for the following along with the technical bid}	YES AGREED	
1.	The contractor required to have minimum 5 years of experience in the field of manpower services	YES AGREED	
2.	The total manpower personnel on roll of the contractor as on 31.03.2026 not less than 250 personnel	YES AGREED	
3.	The financial turnover of the contractor's should 1'be more than TWO crores in the last three financial years (2023-24, 2024-25 and 2025-26]	YES AGREED	
4.	The contractor should have office premises at Bengaluru and obtained ESIC and PF registration code from Bengaluru	YES AGREED	
{TO BE FILLED-IN BY TENDEROR}			
1.	Name in full under which the tender is executing the contractor	YES AGREED	
2.	Address of official premise at Bengaluru	YES AGREED	
3.	Address of official premises at other places	YES AGREED	
4.	Telephone/Mob. No./Email	YES AGREED	
5.	Are you Register as Public Limited Company? Private Limited Company? Partnership Concern? (Please enclose the documents)	YES AGREED	
6.	Enclosed Registration/License copy of the Firm to engage contract LABOURERS (please indicate reference/No.)	YES AGREED	
7.	Enclose latest Income tax returns	YES AGREED	
8.	FINACIAL TURNOVER (ENCLOSE LAST 3 FY FINANCIALS) (Average TWO Crore Per annum during the last 3 years.)	YES AGREED	
9.	WORK EXPERIENCE [In detail]	YES AGREED	
10.	Experience in PSUS / CPSEs in Bengaluru [attach the copy of the same]	YES AGREED	
11.	Statutory requirements (The tenderer shall have ESI/PF code of their own from Karnataka Region Office Bengaluru and fulfill all statutory requirements as applicable to Contract LABOURERS.)	YES AGREED	
12.	Address of the partner/ proprietors of the tenderers firm/concern and as to Director, Managing Director as the case may be	YES AGREED	



13.	Indicate your ESI code No. and GST obtained from Bengaluru region (Enclose copy)		YES AGREED	
14.	Indicate your EPF code No. obtained from Bengaluru region (enclose copy)		YES AGREED	
15.	Nature of other contract handled in any other firm with details regarding Nos. of Labourers period etc.		YES AGREED	
16.	Details of works carried out for the past three years(enclose certificate)		YES AGREED	
17.	How many Labourers you have in your contract at present?		YES AGREED	
18.	Have you registered all the workers under ESI Act?		YES AGREED	
19.	GST Registration No. (enclose certificate)		YES AGREED	
20.	Have you registered all the workers under EPF Act and EPS Scheme?		YES AGREED	
21.	Indicate below the Companies/ undertakings where you have undertaken LABOURERS / other contracts (Also mention the period of your association/ contract with them) from the inception of your firm		YES AGREED	
22.	Indicate Two references 1.		YES AGREED	
	2.		YES AGREED	

TERMS & CONDITIONS:-

1.	The payment to the Contract Labourers has to be made on or before 07 th day of every month and contractor has to ensure payment of revised minimum wages as and when notified by the appropriate Government from time to time during the contract period. The present wages paid needs to be protected and at no circumstances the Labourers should be paid lesser than the. present wages indicated below					YES AGREED	
	MINIMUM WAGES (VDA):01/04/2026						
		Supervisor I	Supervisor II	Supervisor III	Helper		
	Earnings	Highly Skilled	Skilled	Semi-Skilled	Unskilled		
	A					YES AGREED	
	Basic	568	543	533	523	YES AGREED	
	VOA	304	304	304	304	YES AGREED	
	Sub-Total	872	847	837	827	YES AGREED	
	B.					YES AGREED	
	EPF 13%	113	110	109	108	YES AGREED	
	ESI 3.25 %	0	0	0	0	YES AGREED	
	Medical Allowance [In lieu of ESIC (21000 X 3.25%) / 26 = 26]Paid monthly	26	26	26	26	YES AGREED	
	Sub-Total (B)	139	136	135	134	YES AGREED	
	Total (A+B)	1011	983	972	961	YES AGREED	



•	The rate of VOA on the basis of average consumer price index and will be revised once in a Six month as per the Govt. of India notification	YES AGREED	
•	One Earned leave for every 20 days worked, the same to be reimbursed to the contractor after completing every calendar year	YES AGREED	
•	Statutory Bonus @ 8.33% per year, the same to be reimbursed to the contractor after completing every financial year	YES AGREED	
	Note: GST and other statutory payments if any extra at actuals	YES AGREED	
2.	The Contractor has to make the payment of minimum wages as notified by the Appropriate Government from time to time.	YES AGREED	
•	The Contractor has to ensure that the payment to the Contract Labourers/Personnel be made on or before 7 th day of every month as per the minimum Wages Act & / or as decided by KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LIMITED, Management whichever is higher in presence of KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LIMITED Officials.	YES AGREED	
•	After releasing payment to the Labourers / personnel the Contractor will submit his claim to HR department, for settlement of claim. The Contractor(s) shall deduct ESI/PF dues and remit the same to the respective Authorities/ Departments and submit the challan to the KARNATAKA ANTIBIOTICS AND PHARMACEUTICALS LIMITED Management every month.	YES AGREED	
•	Contractor shall engage Labourers after covering them under ESI Act. Labourers without ESI coverage will not be allowed to enter the premises of the factory	YES AGREED	
•	Whenever Management offers any increase in wages, allowances etc. during the contract period, the same has to be disbursed by the contractor immediately on communication by the management in writing and shall be reimbursed by the Management after duly certified by the HR Department and the Contractor shall include the same in their bills	YES AGREED	
3.	The payment made by the Contract towards monthly wages, Employee and Employer Contribution of ESI&PF, leave payment, Payment of Bonus payment of wages for National and Festival Holidays, incentives if any, and any applicable Taxes, etc, will be paid by the company to you for necessary payment to be made to the Labourers. The liabilities if any should be borne by the contractor in accordance with statutory requirements as well as Management instruction initially and the expenditure incurred by the Contractor towards above said liabilities will be reimbursed by the Company, subsequently based on the records after duly scrutiny/ verification by the company	YES AGREED	
4.	The Contractor has to engage sufficient manpower to carry out the jobs allotted	YES AGREED	
5.	The service charge is payable only for the LABOURERS/ other contract personnel supplied on day to day basis. Service Charge on any account will not be paid for overtime mandays/ leave days and Paid holidays/ additional incentives etc. and all payment made to the contractor for total bill will attract TDS (Tax Deduction on Sources under IT Act)	YES AGREED	
6.	Wages have to be paid for all the contract LABOURERS/Personnel within 10 days of every month regularly in the presence of HR representative. The statutory payment like ESI, PF, EDLI etc. have to be made every month regularly to the authorities concerned and necessary copies of the Challans to be produced along with the bill	YES AGREED	
7.	The periodical returns in respect of ESI and PF should be submitted regularly to the authorities concerned and the documentary proof has to be submitted to the HR department	YES AGREED	
8.	Working hours as per Factory Timings (Subject to change from time to time). A Shift - 06.00 Hrs To 15.00 Hrs General Shift - 08.30 Hrs To 17.30 Hrs B Shift - 14.00 Hrs To 23.00 Hrs C Shift - 21.30 Hrs to 06.30 Hrs	YES AGREED	
9.	The entry and exit of the contract person into the Factory area is controlled by the	YES AGREED	



	Security Authorities of the company. The Contract should strictly adhere to the timings of entry and exit laid down by the Authorities		
10.	ACCIDENTS INJURIES AND DAMAGES: From commencement till completion of the work the contractors shall take full responsibility, taking precautions to prevent loss of damage. Contractor shall be liable for all loss and claim of injuries or damages to any person, which may arise during the progress of work	YES AGREED	
11.	SAFETY PRECAUTION: The contractor should take all safety precautions /measures as required / prescribed by the Director of Factories and Boilers, Karnataka in connection with the execution of work. The Contractor may co-ordinate with Safety Department regarding safety aspects to be complied with.	YES AGREED	
12.	LABOUR ACT: The Contractor shall employ LABOURERS in sufficient number to achieve the required rate of progress and ensure best workmanship of the degree required under various specifications and to the satisfaction of Officer-in-charge. The contractor shall remain liable for the payment of all wages or other remuneration or benefits to his Labourers or employees under the Payment of Wages Act 1936, Employees Compensation Act-1923, ESI Act 1948, PF Act, Minimum Wages Act or any other acts on enactment relating thereto and rules framed there under from time to time. In the event the Contractor fails or neglects to pay amount, due to him under Employee Compensation Act, PF Act ,ESI Act or other LABOURERS Laws , the company is entitled to withhold the same from any other amount payable to the Contractor and remit the same to the Authorized concerned such payment shall be binding on the Contractor.	YES AGREED	
a)	The Contractor is responsible for implementing the provision of the Contract LABOURERS (Regulation and Abolition) Act in to and also responsible for any repression arising there from non-compliance thereof	YES AGREED	
b)	The Contractor should have registered Office at Bengaluru, Karnataka and own code number under ESI & PF Act at Bengaluru Regional Office	YES AGREED	
c)	Contractor should comply the following from time to time under Contract LABOURERS (Regulation & Abolition) Act-1970 (CLRA ACT) <ul style="list-style-type: none"> ✓ Register of Wages In Form XVII. ✓ Muster Roll in Form XVI ✓ Register of deductions in Form XX ✓ Half yearly returns in form XXIV ✓ Muster Roll in Form No. XXII ✓ Attendance Register in Form No. VII ✓ Wage Slips in Form XIX and all other applicable registers and records under the ACT 	YES AGREED	
d)	Contractor should maintain all registers and records required for ESI, PF and payment of Wages etc, under the statutes and produce them for verification as and when called for by the company/ Inspecting Authorities	YES AGREED	
e)	The Contractor should maintain Attendance register under ESI Act and all copies of returns / challans under various statutory requirements including ESI/PF/CLRA Act	YES AGREED	
f)	The Contractor is required to submit the daily attendance of LABOURERS engaged duly certified by the Officer-in-Charge or his representative to the officer (HRD)	YES AGREED	
13.	If the work is not carried out satisfactorily the Contract shall suspend the execution of the work or any part thereof whenever called upon in writing by the Company and shall not resume work thereon until so intimated by the company. The Contractor shall have no claim for any payment or compensation or otherwise whatsoever on account of suspension of work and amount equal to the damages caused will be recovered from the Contractor	YES AGREED	



14.	The Principle Employer reserve the right to extend the term of the contract or to short close the contract at any time, without assigning any reasons		YES AGREED	
15.	The contractor shall arrange for the work in assigned shift subject to security check and instruction of the company rules laid down from time to time. All the Labourers, supervisors etc, shall have photo identity cards which should be produced while on duty for identification		YES AGREED	
16.	PENALTY: The work carried out every day to be certified by user department duly signed in the log book to be enclosed along with bills and for any lapses proportionate amount will be deducted from the monthly bill based on the recommendation of the User Department as Follows:-		YES AGREED	
	DESCRIPTIONS	PENALTY RATE		
	For non-supply of Minimum LABOURERS for one day	No Penalty	YES AGREED	
	For non-supply of Minimum LABOURERS beyond one day up to 2 Days	Amount equivalent to one day wages @ applicable day per contract LABOURERS will be charged to the extent short supply on each day	YES AGREED	
	For unsatisfactory performance of any activities of as determined by the user dept.	2 times of actual expenditure incurred in getting the jobs done through other agencies at the risk and cost of the Contractor.	YES AGREED	
17.	PAYMENT: The Contractor shall submit bills after satisfactory completion of the work every month by 4 th day of the Month to the Officer (HRD) who in turn will certify the bill and forward the same to Account Department for necessary further scrutiny, along with satisfactory performance certificate issued by the user department head shall be enclosed with each and every bill failing which no payment will be made. If any remarks regarding the non-performance or improper work, proportionate deduction of payment will be made in Bills		YES AGREED	
	Whenever Management offers any rise in wages / production incentives /allowances etc., during the contract period the same has to be disbursed by the contractor immediately on information by the management and same shall be reimbursed by the Management after duly certified by the User / HR Department and NO separate service charges will be paid for such disbursements. All the above payment will attract TDS and hence contractor should keep this in mind while		YES AGREED	
	<ul style="list-style-type: none"> quoting service charge per day contract Labourers. The Contractor has to ensure that the payment of wage should not be less than minimum wages as notified by the appropriate Government or decided by the Management from time to time whichever is higher. The number of person indicated above may vary i.e., either increase or decrease during the period of contract In case the service charge quoted is different in number and word, the least among them will be reckoned for considering the tender 		YES AGREED	
	<ul style="list-style-type: none"> Contractor should issue photo ID cards to all Contract Labourers engaged 		YES AGREED	
	<ul style="list-style-type: none"> I / We certify that to the best of my/ our knowledge the particulars furnished above is true 		YES AGREED	
	<ul style="list-style-type: none"> It is understood that the information furnished will be treated as confidential and not be divulged to unauthorized persons 		YES AGREED	



Tender No: KAPL/OTE/HRD/SR/0440/2026-27 dated 12.06.2026

(To be submitted on the letterhead)

DECLARATION

I) We do hereby declare that,

1. We do hereby declare that as on the date of submission of bid against this tender we are not in the list of ineligible/ blacklisted/ banned/ debarred entity by KAPL/any Government Agency, for participating in its tenders.

Further, we agree, in case we get blacklisted/ banned/ debarred by KAPL/any Government Agency, any time prior to finalization of tender/ contract, our bid shall not be considered for further evaluation/ award of order.

2. The director/proprietor of the bidding firm are not closely related to KAPL.

In case, at any time the information furnished is found to be false, you may disqualify/ debar me/ us as deemed fit.

II) We do hereby declare that we have read and understood all terms and conditions of tender document including GIT, SIT, GCC, SCC, Technical Specification, Quality Control Criteria and confirm to abide to those conditions without any counter conditions.

Signature _____

Name-----

Designation-----

Date-----

Stamp of the Organization-----